

Asset Reinvestment Review Working Group

Terms of Reference

February 2022



Purpose

Powerlink is undertaking a review of its asset reinvestment approach and criteria to ensure consistency with sound asset management and risk-based decision frameworks. The review is an opportunity for continuous improvement to deliver further benefits for customers.

To allow for input from customers, stakeholders and the Australian Energy Regulator (AER), Powerlink will establish an Asset Reinvestment Review (ARR) Working Group.

Objectives

- Enable in-depth and timely discussion on key elements of the asset reinvestment review, including its scope
- Ensure customer, stakeholder and AER insights are heard and considered
- Build understanding of Powerlink's asset reinvestment requirements.

Role of the ARR Working Group

The working group will be advisory in nature, with members engaged at the appropriate level of the International Association of Public Participation (IAP2) Spectrum. It is anticipated the working group will predominantly operate at the *Involve* level of the IAP2 Spectrum.

Tenure

The estimated timeframe for the review is from March to December 2022. The Working Group will be operational during this time.

ARR Working Group membership

Standing membership

The ARR Working Group will comprise the following standing members:

- Up to three representatives from Powerlink's Customer Panel
- Up to two previous members of AER Consumer Challenge Panel 23. They will participate as private individuals.
- A representative from the AER
- Powerlink General Manager Asset Strategies and Planning
- Powerlink General Manager Communications, Customer & Engagement
- Powerlink Manager Asset Strategies
- Powerlink Asset Strategist
- Senior Portfolio Optimisation & Risk Engineer
- Powerlink Customer Strategist.

Powerlink subject matter experts will be invited to meetings as required. A Powerlink employee will also attend as secretariat for the ARR Working Group.

Recruitment

Recruitment from the Customer Panel will take place through an Expression of Interest (EOI) process, based on the following criteria:

- Appropriate representation of Powerlink's broader customer and stakeholder perspectives
- Ability to attend meetings and meet the required time commitments
- Relevant expertise and experience to appropriately contribute to the engagement process and discussions.

Management of ARR Working Group meetings

Frequency and duration

The ARR Working Group will meet on a monthly basis until December 2022, with meeting times typically two hours in duration. The first ARR Working Group meeting will be held in March 2022. Powerlink will provide a calendar of meetings to participants to coordinate involvement.

Powerlink's intention is that all meetings make best use of ARR Working Group members' time. Given this, changes to the frequency and duration of meetings may need to occur depending on the topics and information for discussion. Any changes will occur with the agreement of the ARR Working Group.

Location

The ARR Working Group will meet at Powerlink's Virginia offices. Virtual meeting arrangements will be made available by limited exception when members are unable to attend in person.

Attendance

The preference is for all ARR Working Group members to attend all meetings in person. Non-attendance at two or more meetings without appropriate reason may result in Powerlink reviewing the representatives' ongoing membership.

Chair, facilitator and secretariat

ARR Working Group meetings will be chaired by the General Manager Asset Strategies and Planning, with the General Manager Communications, Customer & Engagement facilitating interactive discussions. Powerlink will provide secretariat support.

Resignations and vacancies

Should an ARR Working Group member resign from their respective organisation, it will be at the discretion of the Chair whether that member can continue service.

Should a member resign from the ARR Working Group itself, membership will not automatically transfer to another representative of their organisation.

Vacancies on the ARR Working Group will be filled on an 'as needed' basis. Recruitment for vacant positions will be as per the previously outlined recruitment process for the ARR Working Group.

Agenda, minutes and reporting

An agenda and relevant briefing material will be circulated as early as possible prior to ARR Working Group meetings and no less than three days before the meeting itself.

Minutes of the meeting will be taken and will record topics discussed, actions required and any requests. Minutes will be distributed to all Customer Panel members, made available on the Powerlink website and shared internally to Powerlink employees as appropriate.

Members of the ARR Working Group will formally report back on meeting discussions and insights at each Customer Panel meeting.

Powerlink commits to reporting all material discussions and customer views to its senior management as appropriate (i.e. Executive and/or Board) and 'looping back' to the ARR Working Group on actions taken and decisions made.

Conflicts of interest

All ARR Working Group members are expected to disclose any actual, potential or perceived conflicts of interest that may arise during their tenure as a member. Conflicts of interest will be recorded in the minutes of ARR Working Group meetings and the appropriate remediation for any conflicts will be determined by the ARR Working Group on a case-by-case basis.

Access to resources and support

Sitting fees and financial support

Sitting fees of \$200/hour (including GST) will be paid to members of the ARR Working Group. Each individual member will be given the option on whether to receive sitting fees. These fees may be waived by members if they so wish.

Travel costs

Powerlink recognises that not all ARR Working Group members may be based in Brisbane. Members who have to travel to attend meetings will have the cost of their flights and accommodation reimbursed by Powerlink under the following conditions:

- Flight costs and accommodation will be reimbursed for ARR Working Group members only.
- ARR Working Group members will travel economy class.
- Powerlink will not reimburse food and beverage costs.

Non-financial support

Powerlink will also provide necessary non-financial support (e.g. education on asset management, economic, engineering or industry matters) for any individual members of the ARR Working Group.